

**BOARD OF COUNTY COMMISSIONERS  
LEWIS COUNTY, WASHINGTON  
BOARD MEETING MINUTES  
November 16, 2015**

The Board of County Commissioners (BOCC) for Lewis County, Washington, met in regular session on Monday, November 16, 2015, at 10:00 a.m. **Commissioners Edna J. Fund, Gary Stamper, and P.W. "Bill" Schulte** were in attendance. **Chair Fund**, called the meeting to order, determined a quorum, and proceeded with the flag salute. **Commissioner Stamper** moved to approve the minutes of the 10:00 a.m., Monday, November 9, 2015 Business Meeting. **Commissioner Schulte** seconded the motion.

**Motion carried 3-0.**

<b>Public Comment</b>
-----------------------

**Trent Richardson, Mossyrock**, stated the White Pass Scenic Byway Board would like to address the Lewis County BOCC decision not to fund the their organization. He provided a hard copy of his concerns to the BOCC.

**Chair Fund** stated the BOCC would be happy to meet with the White Pass Scenic Byway Board and discuss there issues.

<b>Proclamation</b>
---------------------

**Commissioner Schulte** moved to approve the Proclamaton Agenda item one. **Commissioner Stamper** seconded the motion. **Commissioner Stamper** read the Proclamation into the record.

**1. Proclamation: Proclaiming November 20th, 2015 as "National Adoption Day".**

**Judge Lawler** discussed National Adoption Day and what Superior Court does for that day.

**Motion Carried 3-0**

<b>Notice</b>
---------------

**Commissioner Schulte** moved to approve the Notice Agenda item two. **Commissioner Stamper** seconded the motion.

**2. Notice of Hearing: Regarding a franchise to Boistfort Valley Water to construct, operate, and maintain water system facilities in Lewis County rights of way. Hearing will be held on or after 10:00 a.m., Monday, December 7, 2015. Resolution No. 15-319**

**Tim Elsea, Director of Public Works**, stated Lewis County Code 12.20 and RCW 36.55 require that all utility installations on county road rights of way be authorized by a franchise from Lewis County. An application for a franchise has been received by the Board of County Commissioners (BOCC) from Boistfort Valley Water to construct, operate and maintain water system facilities in Lewis County road rights of way. The application and all related materials have been reviewed by the BOCC and found appropriate for further proceedings. This resolution sets the 7th day of December, 2015, at or after the hour of 10:00 a.m., in the Commissioners Hearing Room on the 2nd floor of the Historic Courthouse in Chehalis, Washington, as the time and place for the hearing on this Franchise request. The Clerk of the BOCC is hereby instructed to proceed with all appropriate and necessary notifications, posting and publication as required by RCW 36.55.040.

**Motion carried 3-0.**

<b>Consent</b>
----------------

**Commissioner Schulte** moved to approve the Consent Agenda items three through twelve. **Commissioner Stamper** seconded the motion.

**3. Resolution No. 15-320 Approval of warrants for payment.**

**Suzette Smith, Auditors Office**, stated this Resolution approves 145 regular warrants for a total payment against the County in the amount of \$702,520.93.

**4. Resolution No. 15-321 Recind and replace a working cash resolution for the Clerk's Office.**

**Lisa Conzatti, Clerks Office**, stated this Resolution increases the Clerk's Office working cash amount from \$750.00 to \$1000.00. With the implementation of the Odyssey system, the office staff is able to receipt money at any computer thus reducing the wait time for the public. With more stations, the working cash is spread out, reducing the amount of cash available to make change.

**5. Resolution No. 15-322 Approving a collective bargaining agreement with the Corrections Officers Guild.**

**Archie Smith, Human Resources**, stated this is a collective bargaining agreement with the Lewis County Corrections Officers Guild, representing the Sheriff's Corrections Officers. The agreed duration for this contract will be two (2) years dating from 01/01/2015 to 12/31/2016. For the 2015 & 2016 calendar years, the Employer Health and Welfare contributions were left unchanged.

There is a 2.0% COLA effective January 1, 2015 and the step increases are provided. There is a 2.0% COLA effective January 1, 2016 and the step increases are provided.

Other issues that were addressed during negotiation are:

- Increased the educational incentive 1% for Associates and Bachelors degrees
- Added temporary modified duty policy
- Changed the way specialty assignments are paid
- Firearms memorandum

**6. Resolution No. 15-323 Approving a collective bargaining agreement with AFSCME 1341-S.**

**Archie Smith, Human Resources**, stated this is a collective bargaining agreement with AFSCME 1341-S representing the Sheriff's Support Staff is being presented for approval by the BOCC. The duration of the contract will be one (1) year dating from 01/01/2015 to 12/31/2015. Effective November 1, 2015, the Employer Health and Welfare contribution increases from a maximum \$950 per employee per month to a maximum employer contribution \$1000.00 per employee per month. A 1.2% wage adjustment to offset the PERS employee contribution will be effective November 1, 2015. Step increases are provided. "Me too" clauses exist should the medical contribution be increased and /or a COLA be offered to non-represented employees or non-interest arbitration groups for the 2015 calendar year.

**7. Resolution No. 15-324 Approving a state mandated salary increase for the Prosecutor.**

**Archie Smith, Human Resources**, stated the State has increased its portion of salary for the Prosecutor in accordance with RCW 36.17.024. The BOCC is authorizing the monthly increase provided by the state effective September 1, 2015. The increase contribution from the state will go from \$6515.13 to \$6775.75. Lewis County will not change its salary contribution amount for the Prosecutor.

**8. Resolution No. 15-325 Approving medical rates to be paid by Lewis County for non-union employees.**

**Archie Smith, Human Resources**, stated this resolution covers Non-represented employees not covered by WCIF. The following contribution levels for health benefits do not apply to union represented employees. The contribution levels for those employees will be established by negotiated agreement. Health and Welfare employer financial contributions will be changed from a maximum of \$950 per employee per month to a maximum \$1000.00 per employee per month, effective 11/01/2015. There is no paperwork that employees need to complete for this change to occur.

**9. Resolution No. 15-326 Approving an interlocal agreement with Lewis County Fire District No. 14 (Randle, WA) for radio repair and maintenances services.**

**Micheal Strozyk, Director of Central Services**, stated the County Central Services Department has a Radio Services Division which is responsible for the repair and maintenance of the Lewis County Public Safety Radio System. Lewis County Fire

District # 14 is part of the Public Safety Radio System. This agreement will allow for our Radio Services Division to provide radio repair and maintenance services to Lewis County Fire District # 14 on an "as needed" basis. Lewis County Fire District # 14 agrees to pay an hourly fee of \$55.00 billed in half hour increments for services provided during normal business hours. Non-business hour rate of \$80.00 billed in half hour increments shall apply for all hours worked outside of normal business hours.

**10. Resolution No. 15-327 Proposed sale of various tax title properties.**

**Tim Elsea, Director of Public Works**, stated this resolution proposes sale of tax title properties that were conveyed to Lewis County by the County Treasurer following an unsuccessful attempt to sell the properties at public auction. No specific use has been made of the properties by the County in the past, nor is any use foreseen in the future. The Public Works Department is recommending once again offering the list of tax title properties for sale by public auction. The attached resolution would direct the County Treasurer to include the list of properties in the next tax sale.

**11. Resolution No 15-328 Adopting a categorized Schedule of Fees for the Departments of Community Development, Public Works, and Public Health and Social Services for 2016.**

**Tim Elsea, Director of Public Works**, stated each year the Schedule of Fees (Exhibit A) is reviewed to determine if fees cover costs associated with services provided by the Department of Community Development, Public Works, and Public Health & Social Services. A summary of the changes to the 2016 Schedule of Fees are highlighted below.

**1. Public Health & Social Services**

- a. Under Temporary Facilities a Category 8 was added for Sampling Event-\$200.
- b. Under Water Program a Group B was added for an annual certification late fee-\$30.
- c. Under Animal Shelter puppy was taken off the large breed adoption section and added to the small breed adoption section.
- d. Mileage costs were updated for local jurisdiction requested stray pickup under Animal Shelter.
- e. Also under Animal Shelter an additional day to holding time of stray animals and animals held for court cases was added.

**2. Public Works**

- a. Categories for a new Memorial Signs program (\$250) and Directional Signs program (\$400) were added.
- b. Fee for installation of Private Road Signs were increased from \$125 to \$155.
- c. Road Approach permits were increased from \$125 to \$150.
- d. Installation of Private Road Signs costs increased from \$55 to \$125 to adjust for rising costs of materials.

- e. The GIS data categories were combined to reflect more efficient computer generated data gathering and therefore eliminated costs associated with these categories.

No changes were required for the Community Development or Combined Department fee schedules.

**12. Resolution No. 15-329 Approving an interlocal agreement with the City of Vader to provide information and costs associated with the water system meters and billings for the Vader-Enchanted Vally Water System.**

**Tim Elsea, Director of Public Works**, stated the purpose of this Agreement is to provide for the sharing of information and costs associated with the water system meters readings and records associated with those properties that are connected to the City's sewer system. Pursuant to an Agreement of Purchase and Sale of Water Assets mutually executed as of February 24, 2014, the City transferred ownership of the municipal water supply system formerly owned by the City and sometimes referred to as the Vader-Enchanted Valley Water System. As part of its management of the water system, the County collects meter reads associated with metered service bi-monthly and relies on these meter reads for billing purposes. During the term of this Agreement, the county agrees to read all meters associated with those properties that are connected to the City's sewer system on a bi-monthly basis and, in consideration of the City's payments as required in the Agreement, to provide the City copies of the meter reads and to make available to the City, upon reasonable request, water system readings information associated with those properties that are connected to the City's sewer system.

**Motion Carried 3-0.**

**Commissioner Schulte** moved to table Resolution 15-330 for 1 week. **Commissioner Stamper** seconded.

**13. Resolution No. 15-330 Extending deadline to petition to the Lewis County Board of Equalization.**

**Motion Carried 3-0.**

<b>Hearing</b>
----------------

**Adoption of the 2016-2021 Six-Year Transportation Improvement Program and 2016 Construction Program. Resolution No. 15-331**

**Chair Fund**, called for staff report and went over the hearing process.

**Tim Elsea, Director of Public Works**, stated Pursuant to RCW 36.81.121, all counties are required to prepare, adopt, and submit a Six-Year TIP for proposed road and bridge

construction prior to the County's budget adoption each year, and after a hearing thereon. Copies of this program will be furnished to the Washington State Department of Transportation (WSDOT), County Road Administration Board (CRAB), and the Transportation Improvement Board (TIB) not more than thirty days after its adoption by the legislative authority. Pursuant to WAC 136-16, all counties are required to prepare, adopt, and submit an ACP for proposed road and bridge construction prior to the County's budget adoption each year. A copy of the adopted annual program and appropriate resolution shall be forwarded to CRAB within thirty days of its adoption but not later than December 31st of each year.

**Chair Fund**, asked if there were any questions. There were none. She closed the question and answer portion of the hearing and opened the formal hearing.

**Tim Elsea** asked that his previous comments be adopted into the record.

**Chair Fund**, asked if there was anyone who would like to speak. There was no one. She closed the hearing.

**Commissioner Schulte** moved to approve Resoluton No. 15-331. **Commissioner Stamper** seconded the motion.

**Resolution No. 15-331 Adoption of the 2016-2021 Six-Year Transportation Improvement Program (TIP) and 2016 Annual Construction Program (ACP).**

**Motion Carried 3-0.**

**Commissioner Schulte** moved to recess at 10:38 am until 5:30 pm. **Commissioner Stamper** seconded.

**Chair Fund** called the meeting out of order at 5:30 p.m on Monday, November 16, 2015 for the annual Budget Presentation.

**Steve Walton, Budget Administrator** went over 2016 Lewis County Budget for Commissioners and members of the audience.


Recorder: Candace Hallom

There being no further business, the BOCC's business meeting adjourned at 6:12 p.m. on November 16, 2015. The next public meeting will be held Monday, November 23, 2015. Please note that minutes from the BOCC's meetings are not verbatim. A recording of the meeting may be purchased at the BOCC's Office.


**BOARD OF COUNTY COMMISSIONERS  
LEWIS COUNTY, WASHINGTON**

**ATTEST:**

  
  
**Karri Muir, CMC, Clerk of the Board  
Lewis County Commissioners**

  
**Edna J. Fund, Chair**

  
**P.W. Bill Schulte, Vice-Chair**

  
**Gary Stamper, Commissioner**